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| 1. Go to [www.cmcss.net](http://www.cmcss.net), Faculty and Staff, and go to Teacher Website Admin 2. Log in using MyLogin credentials and IF you have to choose   click on My Teacher Website.  \*some may go directly into Teacher Website admin |  |
| 1. Click the Classroom News icon at the top.   Enter the type of announcement from the dropdown and type the text. Click Create.   1. To embed media you can paste the code from the student project in the text box here to show off student work, etc. 2. Example Embed Code to paste: *<div><iframe src="http://www.brainshark.com/brainshark/vu/view.asp?pi=122371766&dm=5&pause=1&nrs=1&appKey=77" frameborder="0" width="440" height="366" scrolling="no" style="border:1px solid #999999"></iframe></div>* |  |
| 1. If the size needs to be adjusted, simply change the width and height numbers.   *<div><iframe src="http://www.brainshark.com/brainshark/vu/view.asp?pi=122371766&dm=5&pause=1&nrs=1&appKey=77" frameborder="0" width="440" height="366" scrolling="no" style="border:1px solid #999999"></iframe></div>* |  |
| 7. Click Create. Now your material will be embedded in the class news of your webpage. |  |
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